

## COUNTY MUSEUM

### BUDGET UNIT: MUSEUM STORE (EMM CCR)

#### I. GENERAL PROGRAM STATEMENT

The Museum Store operates as an enterprise fund under the management of the San Bernardino County Museum. The Store provides many items for sale including books and publications, educational toys, thematic novelty items for exhibitions, jewelry, minerals, and souvenirs. The store makes an annual financial contribution to the Museum.

#### II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2000-01</u>	<u>Budget 2001-02</u>	<u>Actual 2001-02</u>	<u>Budget 2002-03</u>
Total Operating Expense	181,452	174,987	217,085	154,789
Total Revenue	185,142	180,000	225,740	159,000
Revenue Over(Under) Exp	3,690	5,013	8,655	4,211
Budgeted Staffing		2.8		2.3
<u>Workload Indicators</u>				
Purchases for resale	56,148	54,000	96,213	55,000
Taxable sales	157,778	180,000	194,165	159,000

In 2001-02, actual expenses and revenues exceeded budgeted amounts by approximately \$42,000 and \$46,000 respectively. The excess amounts are a result of increased sales activity at the Museum Store during the fiscal year.

#### III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

##### STAFFING CHANGES

The store decreased its budgeted staff by 0.5 to reflect an anticipated decrease in revenue. In addition, 1.3 budgeted Public Service Employee positions were converted to regular positions.

##### PROGRAM CHANGES

A reduction of special exhibitions in the Museum's budget is expected to result in an estimated decrease of \$21,000 in taxable sales.

<b>GROUP: Economic Development/Public Services</b>			<b>FUNCTION: Cultural Services</b>		
<b>DEPARTMENT: County Museum - Museum Store</b>			<b>ACTIVITY: Cultural Services</b>		
<b>FUND: Enterprise EMM CCR</b>					
	<b>2001-02 Actuals</b>	<b>2001-02 Approved Budget</b>	<b>2002-03 Board Approved Base Budget</b>	<b>2002-03 Board Approved Changes to Base Budget</b>	<b>2002-03 Final Budget</b>
<u><b>Appropriations</b></u>					
Salaries and Benefits	81,818	79,324	79,871	391	80,262
Services and Supplies	135,267	95,663	95,663	(26,136)	69,527
Other Charges	-	-	-	5,000	5,000
Total Operating Expense	217,085	174,987	175,534	(20,745)	154,789
<u><b>Revenue</b></u>					
Other Revenue	225,740	180,000	180,547	(21,547)	159,000
Total Revenue	225,740	180,000	180,547	(21,547)	159,000
Revenue Over(Under) Exp	8,655	5,013	5,013	(802)	4,211
Budgeted Staffing		2.8	2.8	(0.5)	2.3

## COUNTY MUSEUM

Total Changes in Board Approved Base Budget		
Salaries & Benefits	<u>547</u>	EHAP.
Total Operating Expense Change	547	
Total Revenue Change	547	
Total Revenue Over (Under) Exp	-	
Total 2001-02 Operating Expense	174,987	
Total 2001-02 Revenue	180,000	
Total 2001-02 Revenue Over (Under) Exp	5,013	
Total Base Budget Operating Expense	175,534	
Total Base Budget Revenue	180,547	
Total Base Budget Revenue Over (Under) Exp	5,013	

Board Approved Changes to Base Budget		
Salaries and Benefits	<u>391</u>	Net increase in salaries due to conversion of 1.3 staff from PSE to regular status, partially offset by 0.5 FTE decrease.
Services and Supplies	<u>(25,000)</u>	\$20,000 reduction in contribution to the general fund; \$5,000 contribution to the general fund reclassified to other charges.
	<u>(1,136)</u>	Net decrease in various expense accounts.
	<u>(26,136)</u>	
Other Charges	<u>5,000</u>	Reclassified from services and supplies.
Total Operating Exp.	<u>(20,745)</u>	
Revenue		
Other Revenue	<u>(21,547)</u>	Decrease in revenue due to the elimination of special exhibits.
Total Revenue	<u>(21,547)</u>	
Revenue Over (Under)	<u>(802)</u>	